

# Greenville Youth Sports, Inc.

# Policies & Procedures

Latest Revision – May 1, 2024 by Amanda DeHaai  
Previous Revisions: May 3, 2023 by Amanda DeHaai

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## **Mission statement**

Greenville Youth Sports, Inc. exists to provide the best learning environment, the best competition and the most fun the game of baseball and softball has to provide for the Village of Greenville and its residents.

This is accomplished solely through volunteers with a positive attitude who teach and are living examples of:

- Integrity
- Sportsmanship
- Respect

We create this environment by providing learning opportunities through:

- Fairness
- Sportsmanship
- Respect
- Responsibility to all its participants
- Bringing the community together

## [Board Members & Key Contacts \(greenvilleyouthsports.com\)](http://greenvilleyouthsports.com)

### **GYS Board Selection**

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Open Board Positions are posted on [greenvilleyouthsports.com](http://greenvilleyouthsports.com) and our Facebook page whenever an open position arises.

Board positions are filled at the annual meeting in November in preparation for the upcoming season. There are times when an open position may be filled immediately – based on need, or as an interim position.

1. Anyone interested in applying for a position on the GYS board must contact the board via email and supply an email of interest for consideration.
2. The GYS board must vote on all positions to be filled.
3. The [GYS Position Descriptions.pdf \(sportngin.com\)](#) explains basic expectations and requirements of each position.
4. All prospective members must pass a criminal background check and complete Safesport certification.

## GYS League Boundaries

Greenville Youth Sports supports an *open* boundary policy. This allows all kids 12 years and younger (4 years old by Sept. 1<sup>st</sup>) interested in playing in Greenville the opportunity to play here. All kids entering 8<sup>th</sup> grade the following school year are eligible to play with Greenville/Hortonville in the Fox Valley Youth Baseball League (FVYBL), must live in or attend an HASD school.

However, GYS is designed to support the Village of Greenville and its residents within the Hortonville Area School district.

## GYS League Registration & Requirements

Registration takes place each year online, typically opening in January. Registration for the upcoming season is posted on our website [www.greenvilleyouthsports.com](http://www.greenvilleyouthsports.com) at the beginning of January.

The requirements for registration are:

- All league players must register and play with their current grade (not based on birthdate).
  - Exceptions may be made at board discretion for any players in a lower grade, but selected for a higher level tournament team (i.e.: kindergarten player who made 7U tournament team may choose to forego final year of tee ball and move up to machine pitch league)
- Volunteer hours and calendar sales from the previous season must be met prior to registering for the current season.
  - If you did not satisfy your volunteer hours or calendar sales in the prior year the amount will be invoiced within SportsEngine and is to be paid prior to registration for the upcoming season.
- Parent/Athlete concussion acknowledgement form
- All registrations requested after the registration close dates will be assessed a late fee

If you are interested in coaching, please register as a coach in SportsEngine.

[www.greenvilleyouthsports.com](http://www.greenvilleyouthsports.com)

GYS uses the Calendar Raffle as our main form of Fundraising for the league season

- Calendars are sold for \$10 each and each player (tee ball and above) is asked to sell at least 3 calendars
- A \$30 calendar raffle charge will be automatically added to registration for each player (tee ball and above) to account for the 3 required calendars.

For anyone who sells more calendars than the required 3, you will need to turn in any funds collected for these calendars, along with all calendar stubs (including the 3 pre-paid) in order to be eligible for the daily drawings. Prizes will be awarded for anyone who sells more than 6 calendars.

GYS uses DIBS for Volunteer Opportunities and Tracking

- Volunteer requirements = 2 hours per player, max of 6 hours per family
- There is a buyout option during registration for \$150 per player (capped at \$300 per family)
- Hours will be available in both Greenville and Hortonville

- Only HEAD COACHES will receive volunteering credit for their time (only for the child they are coaching), upon completion of the background check, Safesport certification, and claiming the coaching appointment in DIBS
- If the volunteer obligations are not fulfilled at the end of the season, players will be invoiced via SportsEngine for a \$200 volunteer fee before being able to register for the upcoming season

## GYS League Registration Refunds

GYS understands there are times when a parent or a child chooses not to participate after registration and fees are paid.

Refund requests must be submitted to the Registration Coordinator ([registration@greenvilleyouthsports.com](mailto:registration@greenvilleyouthsports.com)) prior to the first league game. All refund requests will be reviewed by the GYS board for approval or denial. No refunds will be issued after the first league games are played.

## Coaches Selection – League Play

1. The decision of appointing head coaches is solely the responsibility of the GYS Board.
2. Head coaching positions are a one (1) year assignment.
  - a. A head coach will be given priority for the next year and/or for the next level if they volunteer again/do not relinquish their position.
  - b. GYS board has the right at any time to remove a coach from their position based on behavior issues and/or conduct that is detrimental to GYS.
3. The head coach is responsible for:
  - a. Scheduling practices through SportsEngine ([www.greenvilleyouthsports.com](http://www.greenvilleyouthsports.com))
  - b. Communication with their league director
  - c. Roster line-ups
  - d. Appointing assistant coaches and scorekeepers
4. If a head coach has a child entering the same league he/she is coaching, the child will be placed on their team.
5. If their child is already on a team the coach will only be allowed to coach that team.
6. To create a pure draft, the head coach can't name his assistant coach until after the draft. The assistant coach's job is to help the head coach with coaching the team.
7. Additional assistant coaches may be named after the draft. Assistant Coach positions do not count towards satisfying volunteer requirements for players.
8. Anyone interested in a head or assistant coaching position for a league team must consent to and pass a criminal background check and complete SafeSport training.
9. All assistant coaches are given priority for a head coaching position if an open head coaching position is available the following year.
10. All head coaches will be credited their 2 volunteer hours for that (1) child they are a head coach for. A \$50 registration discount will also be applied for anyone who signs up to head coach a league team (not to exceed registration paid for league – pee wee specifically)

# League Drafts

## 9-12 year olds

**\*\*\*ALL players must declare their grade at the time of registration and prior to draft day\*\*\***

1. If the head coach is new to the team and his or her child was an "A" Team tournament player, that child will be the team's 1<sup>st</sup> round draft choice.
2. If the head coach is new to the team and his or her child was not on the "A" tournament team, that child will be the team's 4<sup>th</sup> round draft pick.
3. All siblings will automatically be placed on the same team. If the younger sibling was on the "A" tournament team, he or she will be the team's 1<sup>st</sup> round draft pick. If the younger sibling was not on the tournament team, he or she will be the team's 4<sup>th</sup> round draft pick.
4. No compensation will be given if a team loses a player due to moving away, not playing baseball, etc.
5. The last place team from the previous year will have the 1<sup>st</sup> pick in each round of the draft. The only exceptions would be in the case of an expansion team or there were new second year players (4<sup>th</sup> or 6<sup>th</sup> grader) who signed up which would be drafted first in a separate draft to try and even up numbers on each team. The 1<sup>st</sup> place team of previous year will pick last in each round in the draft.
6. Balance number of players on each team by the last 2 rounds.
7. If a "B" tournament team is formed, these players are not considered "tournament team" players in regards to the rules of the league draft.
8. If tryouts are conducted, all players need to be at the tryouts to be eligible for the draft. If a player is not at the tryout, he/she will be drafted in order.

## The Draft Order

The draft order for the upcoming season for Minor, Junior, Major and Senior League play is determined based upon the following criteria:

1. The playoff champion chooses last
2. The playoff runner-up chooses second to last
3. Remaining selections are based upon reverse order of regular season finish

Tie breakers for draft order are based upon the following criteria:

1. Overall record
2. Head to head
3. Coin flip

## **League Expansion Team(s)**

1. Expansion teams will pick continuously in the draft to fill their team with older children. e.g. - In the Minor League the team will pick the 10 year olds in the draft until they have the equal amount as the team with the lowest number of 10 year olds.
2. Expansion teams will pick first in the minor/junior and major/senior league drafts. Last place team of the previous year will pick second and so on.
3. Coaching rules and draft rules still apply to expansion teams.

## **League Reduction**

1. Should GYS determine the need to reduce the number of teams in either the minor/junior or major/senior leagues because of overall numbers, the players remaining from the dropped team will re-enter the draft and will be picked before the open draft in a dispersal draft.
2. The draft rules will be followed for the dispersal draft; the last place team with the least number of both 10 year olds (minor leagues) and 12 year olds (major leagues) players will pick first.
3. If the head & assistant coach from the eliminated team(s) are still interested in coaching, they will be given first consideration for any open positions.
4. The GYS Board will determine which team(s) to eliminate.

## Lightning Policy

The lightning policy is the same as the WIAA lightning policy.

1. When thunder is heard, or a cloud-to-ground lightning bolt is seen, the thunderstorm is close enough to strike your location with lightning. The 'Game' being played or 'Practice' taking place or scheduled, all play is to be suspended and everyone is to take shelter immediately.
  - a. The dugouts, batting cages and bleachers are **NOT** considered 'Safe Shelter'
  - b. Safe shelter is considered to be: in an enclosed structure, or in a vehicle
2. Thirty-minute rule. Once play has been suspended, we wait at least 30 minutes after the last sound of thunder is heard or flash of lightning is witnessed prior to resuming play.
3. Any subsequent thunder or lightning after the beginning of the 30-minute delay; resets the clock and another 30-minute delay begins.

## Field Closures / Cancellations & Batting Cage Use

When it is determined the fields are not in playing or practice condition and the board decides to close the fields for the day/night (weather permitting) we:

1. Will make every effort to communicate closure prior to 4pm via mass email and posting on our Facebook page
2. Do not allow teams to be on the infields or outfields on the day/night of the cancelation/closure – PERIOD.
3. Have the batting cages open for use but they must be reserved through SportsEngine.
4. Have the outlying grass areas of Community Park available (not outfields).
5. Have the open grass areas of the Middle School available.
6. Have Jennerjohn Park available.
7. Have Lions Park available.

## Field and Facility Use

The Village of Greenville entrusts GYS to manage the use of Community Park for Baseball and Softball activities throughout the spring and summer months from April through July of each year.

However, these spaces are public spaces and free to use by anyone. Prior to setting up and/or arranging the use of the baseball and /or softball fields for group events during this time period, the group, organization, family, or individual must contact the Village Hall and GYS to determine availability and to reserve the space.

If the fields are to be used, and need to be managed or prepped for use (dragged, lined and the use of lights), arrangements must be made with GYS and a field use charge will be accessed based upon time, equipment and supplies.

GYS may also be available to support your event with concession stand sales. However, arrangements need to be made no less than 30 days in advance of your event, and a charge will be accessed for time, product cost, and a small profit to support GYS.

## Purchases and Use of GYS Funds

There are times when board members will need to purchase something for use for the organization: i.e., team equipment, uniforms, diamond dry, copies, office supplies, food items, maintenance equipment, etc. Though all board members have the authority to purchase needed (necessary) items for the organization, there is still the need for maintaining fiscal responsibility to the funds entrusted in us.

Therefore: Any and all purchases exceeding the individual cost of \$75.00 per item must be submitted to the voting board members and approved by a majority vote PRIOR to purchasing.

In addition, ALL purchases of an individual cost of less than \$75.00 per item, and if the total purchase of the item needed exceeds \$200.00, these purchases must also be pre-approved by the voting members of the board by majority vote PRIOR to purchasing.

It is understood all purchases under an individual cost of \$75.00 per item, and with the total purchase exceeding \$200.00, not be purchased individually for the sole purpose of avoiding the need for pre-approval. Such practice could lead to immediate dismissal from the board.

ALL purchases must be paid for in one of the following manners and a receipt of the purchase must be provided to the board Treasurer.

1. Check written by the board treasurer
2. Use of GYS Debit / Credit Card
  - i. There are to be only four (4) Debit / Credit Cards in the board's possession
  - ii. The Treasurer, Concession Stand Manager, Vice President and the President are the authorized users and names are included on the cards
3. A board member may use their personal funds for the purchase and be reimbursed by the board treasurer.